



**State of Utah**

OLENE S. WALKER  
Governor

GAYLE McKEACHNIE  
Lieutenant Governor

**Administrative Services**

S. CAMILLE ANTHONY  
Executive Director

**Purchasing and General Services**

DOUGLAS RICHINS  
Division Director

**July 26, 2004**

**\*\*\* ADDENDUM \*\*\* ADDENDUM \*\*\* ADDENDUM \*\*\*ADDENDUM\*\*\***

**SOLICITATION: DG5502**  
**DUE DATE: 08/10/04**  
**TIME: 3:00 P.M.**

**DESCRIPTION: VOTING SYSTEMS SOLUTION**

**ADDENDUM #1**

**The following are changes to be added to the specifications/requirements for this proposal:**

1. The questions and corresponding answers are attached. Also, the attachment referred to in Question 10 is attached.
2. The due date and time is to remain unchanged.
3. With RFP process questions contact Debbie Gundersen at 801-538-3150.

**\*\*\*\*\*END OF ADDENDUM\*\*\*\*\***

To acknowledge receipt of addendum, include a copy of this addendum with the proposal submittal or give written acknowledgment with the proposal. It shall be the responsibility of the respondent to appropriately disseminate this information to all concerned prior to the assigned due date and time.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Company

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Answers to vendor questions  
July 26, 2004

**1. What specific information is needed in the mandatory requirements?**

In the mandatory requirements section, the committee would like the offeror to provide us with enough information to ensure that the offeror really does meet and understand each mandatory requirement.

Most every item in the mandatory requirements section is repeated in more detail in the evaluation criteria. The evaluation criteria section gives the offeror the opportunity to expand upon the details given in the mandatory section.

**2. Security Analysis--Who will conduct the analysis? Who will have access to the analysis information? What is the process for this analysis? Who will bear the cost of this analysis?**

It is anticipated that the security analysis will be conducted by an independent company experienced in this type of service. The State of Utah will bear the cost for the security analysis.

**3. Requirement 37 states documentation that must be included in the proposal. Does the state mean that these items must be provided in the purchase or is the state asking for these items to be included with our proposal submission document?**

The State is requesting this documentation be included with the proposal.

**4. In the Bond Statement, it states the "Performance/payment bonds (or checks) will be held as security for a period of 12 months after completion of project, per state law." Will the state please provide how "completion of project" is defined?**

The completion of the project occurs when the first federal general election is certified by the LG.

**5. Standard Contract Terms and Conditions Section, Page 3, #37 states that the Contractor will maintain a reasonable amount of stock warehoused in the State of Utah for immediate or emergency shipments. Does this requirement apply to this RFP?**

Yes.

6. **Bond Statement. In the event the bond is to be in force for more than twelve months, will the face amount of the bond be reduced to reflect the achievement of key milestones and “completion of the project”?**  
No.

7. **Pages 25 & 26, Requirement 40, Election Administration Support states that: “On site technical support for the 2005 primary and general election and the 2006 primary and general elections. The offeror shall provide a minimum of one technician per county for third through sixth class counties and a minimum of one technician per thirty (30) precincts in second and first class counties.” Page 3 of the RFP states first election use for June 2006, however this requirement refers to a primary and general in 2005. Please clarify the first election use date and anticipated start date of acceptance testing.**

In Utah, most county clerks contract with the municipalities to run those elections. The State of Utah anticipates that counties will want to use the new voting equipment in an election prior to 2006. The municipal primary is scheduled for October 4, 2005 and the municipal general election is scheduled for November 8, 2005.

8. **Please specify/clarify the number of elections that the State requires the vendor to support under this RFP.**

The vendor is required to support four elections—the municipal primary and general (2005) and the regular primary and general (2006).

9. **Will you require all elections to be supported to the same extent as the first (i.e., will the level of Election Administrative Support as set forth in Requirement 40 apply to all covered elections?)**

Yes.

10. **Please provide a breakdown of precincts and polling places by county.**

See attached.

11. **Section C. Election Management , 2E asks: *Does the system allow ranked-order balloting? If not, can the system be modified to do so? By what date does the State of Utah anticipate needing ranked choice voting capability?***

One of our political parties uses ranked order balloting at its party convention, which is why this question was asked. The parties have used the counties’ voting equipment in the past for their conventions. We do not anticipate using this function until 2006. It is not currently used in any official elections in Utah.

- 12. Is the State interested in populating the master database for each County, or does the state wish to leave that responsibility up to the County?**

This responsibility will be left up to the county. The State, however, would like access to be able to assist counties.

- 13. Would the State be interested in initial database setup utilizing a statewide network (WAN) or virtual private network (VPN) to collect and populate election databases?**

Yes we are interested. Please provide more information.

- 14. Does the State wish to do real-time statewide reporting for each County, and would this be down to the precinct level for each County?**

We currently do real-time reporting by county. If the vendor has a proposal for real-time precinct reporting, we would like to hear it.

- 15. How much control does the State want to have over the statewide election database and how much does the County require?**

The control should be at the county level. The State, however, would like access to be able to assist counties.

- 16. When does the State anticipate the ship date for the equipment to be?**

The State anticipates the ship dates be March through June, 2005.

- 17. Does the State want all equipment delivered in 1 shipment or several? If several, what is the time-frame for delivery?**

We anticipate the need for several shipments. For the time frame, see Question 16.

- 18. Will the equipment go to a central location at the state level, or will it be delivered to each individual county?**

Most of the equipment will go to one central location. We do anticipate multiple delivery points in some cases.

- 19. Knowing that you wish to have a state official conduct acceptance testing, will such testing take place at the state level or at the counties?**

Acceptance testing will take place at the state level by an official designated by the LG. In some circumstance acceptance testing may occur at the county level under the supervision of the LG's office.

**20. Can an Optical Scan system be considered if it is or will be certified under 2002 Standards without being certified under the 1990 Standards?**

Yes. If the optical scan system is or will be certified under the 2002 Standards by the date of purchase, the system meets the mandatory requirements.

Utah Counties	Precincts in Primary Election	Precincts in General Election	Polling Places
Beaver	5	7	4
Box Elder	46	46	17
Cache	44	72	50 *
Carbon	23	23	20
Daggett	3	3	2
Davis	96	212	95
Duchesne	14	14	14
Emery	12	12	9
Garfield	10	10	8
Grand	8	11	9
Iron	33	32	27
Juab	7	11	10
Kane	11	12	11
Millard	17	17	15
Morgan	8	8	8
Piute	5	5	5
Rich	4	5	5
Salt Lake	407	930	350 *
San Juan	20	20	15
Sanpete	27	27	23
Sevier	23	23	22
Summit	36	36	12
Tooele	38	38	25
Uintah	26	26	25
Utah	247	247	110 *
Wasatch	11	19	9
Washington	51	75	52
Wayne	7	7	7
Weber	92	146	88
Totals	1331	2094	1047

\* Approximate